DSM550 Catalogue Maintenance

Overview   The Catalogue Maintenance program is used to add catalogue definitions, which include the Catalogue ID and its description. The type of catalogue is also defined (Folder or List) as well as the sequence definition and the effective date and cease date of the catalogue.

The combination of the catalogue type, effective date and cease date must have entries for the catalogue to display on the web.

Use this menu option to add all the catalogues to the system and then use the Hierarchy Maintenance menu option to link Lists and Folders, add items to Lists and add multi-media file links to items and/or Folders and/or Lists.

Explanation

Catalogue

The catalogue lists all the items available for purchase via E-Commerce.

Catalogues are made up of Folders and/or Lists. A catalogue requires a definition which includes an ID, description, and sequence definition, catalogue type which must be a Folder type for the main catalogue plus a cease and effective date.

Folders can be made up of other Folders or Lists. Folders are usually the top of the hierarchy with Lists at the end of the hierarchy. Lists have the list of items available in that catalogue and cannot have other Lists or Folders linked to it. Note that a List type catalogue does not have to be linked to a Folder type catalogue. It can exist on its own hence a List is defined as a catalogue.

This catalogue facility appears dynamically on the website based on the definitions.

A catalogue is user definable and is independent of any product categories and hierarchies within the system. It is multi-level and one book can appear in more than one place and at more than one level. This makes books easy to find by subject, category and other criteria.

Categories, series or other groups of books can be easily added to a catalogue.

This module looks at the Catalogue of product databases which includes:

Items classified in a tree structure which can be repeated in several branches.

Non structured information such as synopses, images, technical specifications and product pricing information can be linked to each product otherwise known as links.

The following flowchart explains the catalogue structure.

Catalogue

Folder

List

Titles
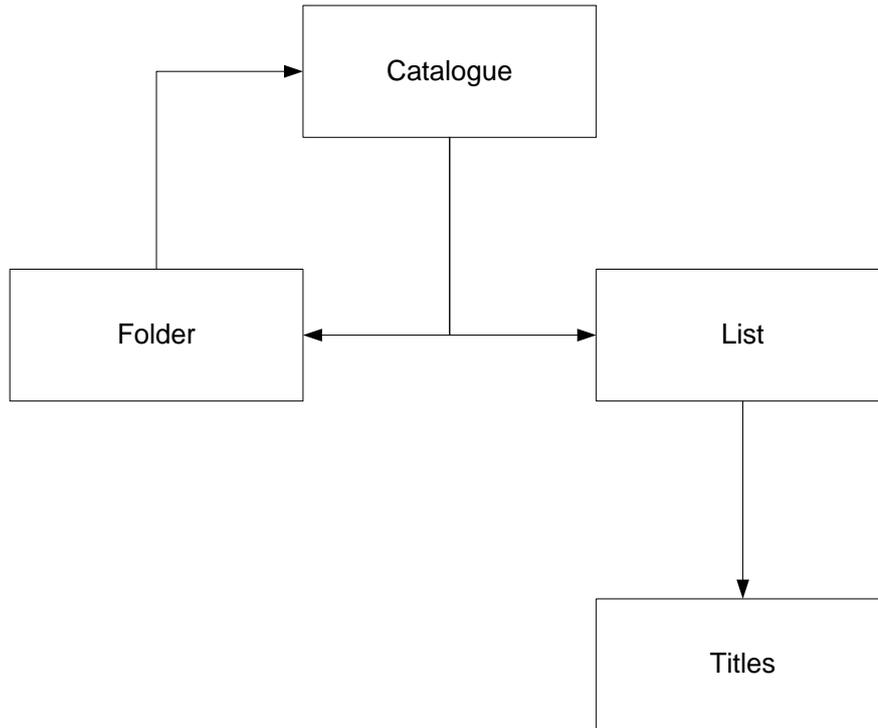
A Catalogue can have the following:

Folder which is a catalogue within a catalogue and may also contain other folders and lists.

List which is a catalogue with a bunch of items linked to it. A list cannot contain other lists or folders it can only contain items.

Examples

This section illustrates examples concerning:

Example 1: Add a Catalogue (Folder/List)
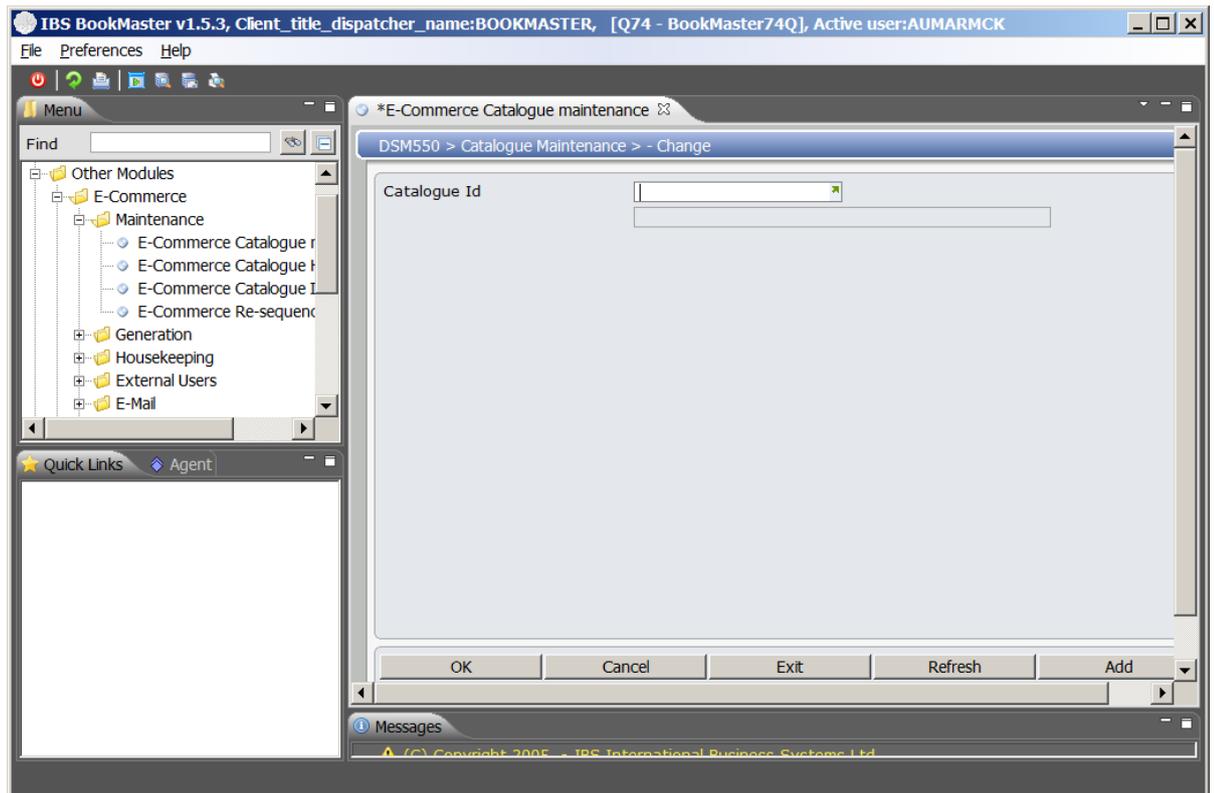
Example 2: Hierarchy Maintenance

Example 3: Create Links

Example 1: Add a Catalogue (Folder / List)

This example describes how to add Catalogue (Folder / List).

1. Select option **E-commerce Catalogue Maintenance** from Other Modules>E-Commerce>Maintenance menu.

**DSM550C Catalogue maintenance** panel is displayed.

Relevant fields

Catalogue ID
This is the name or number given to the catalogue for easy recognition. The ID can be a maximum 20 characters with a suggested standard of prefixing Lists with #L and Folders with #F. The Catalogue ID is not visible on the website.

2. Enter the catalogue ID to be added to the system and click **Add**.
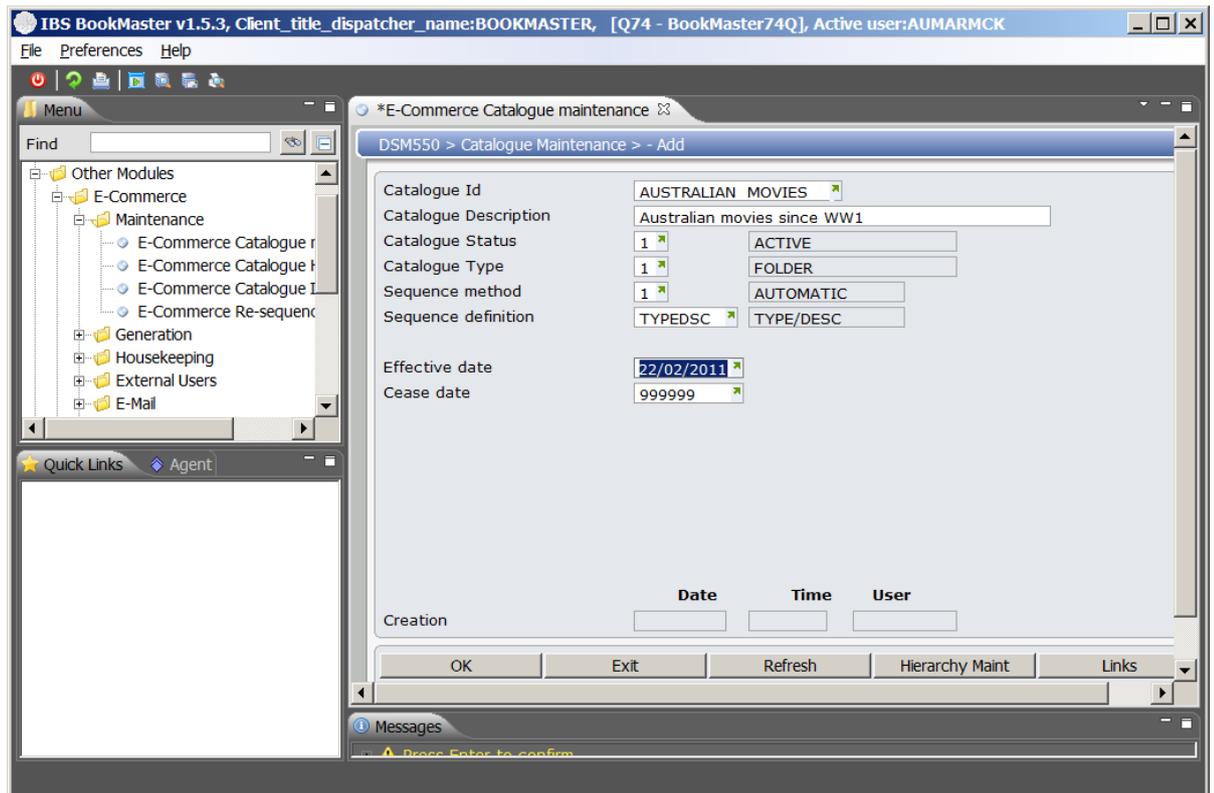
Relevant fields

Catalogue description
Entry of a meaningful catalogue description is mandatory. The description appears on the website and should be mixed case.

Catalogue status
The catalogue can have either an Active or Closed status.

Active means orders can be entered and maintained and are processed normally.

Closed means orders cannot be entered or maintained. The next time a purge of closed catalogues is run all catalogues with a closed status are deleted from the system.

Catalogue type
This field identifies if the catalogue is either a Folder or a List type. If adding a main catalogue the type must be a Folder.

In Catalogue Re-sequencing, select whether it is a Folder or List being re-sequenced.

Sequence method
The sequence method for a catalogue is mandatory and can be either Automatic or Manual. An automatic sequence method requires an entry of a sequence definition in the Sequence definition field. A manual sequence definition requires the Sequence definition field to be left blank.

Sequence definition
The sequence definition is used to group Folders and Lists into a specified sequence definition. This is the sequence in which information is to appear on the website, for example, items could appear by item or by price followed by the author followed by the ISBN etc.

Entry of the sequence definition is required only if the sequence method selected in the previous field is Automatic.

	If the catalogue type is a Folder the Sequence definitions are established in **TMSDS/CAT-SEQA**. If the catalogue type is a List the sequence definitions are established in **TMSDS/CAT-SEQC**. This Control File also holds the Price Code, Currency and Type of Sales for calculating the Recommended Retail Price.
Effective date	This field is used to indicate the date on which the catalogue Folder or List is to appear on the website. If the effective or cease date are out of range the catalogue will appear highlighted when displayed.
Cease date	This field is used to indicate the date on which the catalogue Folder or List is to no longer display on the website. If the effective or cease date are out of range the catalogue will appear highlighted when displayed.

Functions

| Hierarchy Maintenance | Used to link catalogues to the main catalogue and add items to List Catalogues |
| Links | Access DSM585 Catalogue Links Maintenance to create the multi media file links for web display. Links can be created for folders and lists |

Note: If the effective or cease dates are out of range the catalogue appears highlighted when displayed

3. While creating folder select Catalogue type as **Folder** and for list select Catalogue type as **List**.

4. Key all mandatory fields and click **OK** to confirm and the message *Record added successfully* displays.

Example 2: Hierarchy Maintenance

This example describes how to add the main catalogue within the Catalogue Hierarchy Maintenance program so that lists and folders can then be linked to the main catalogue.
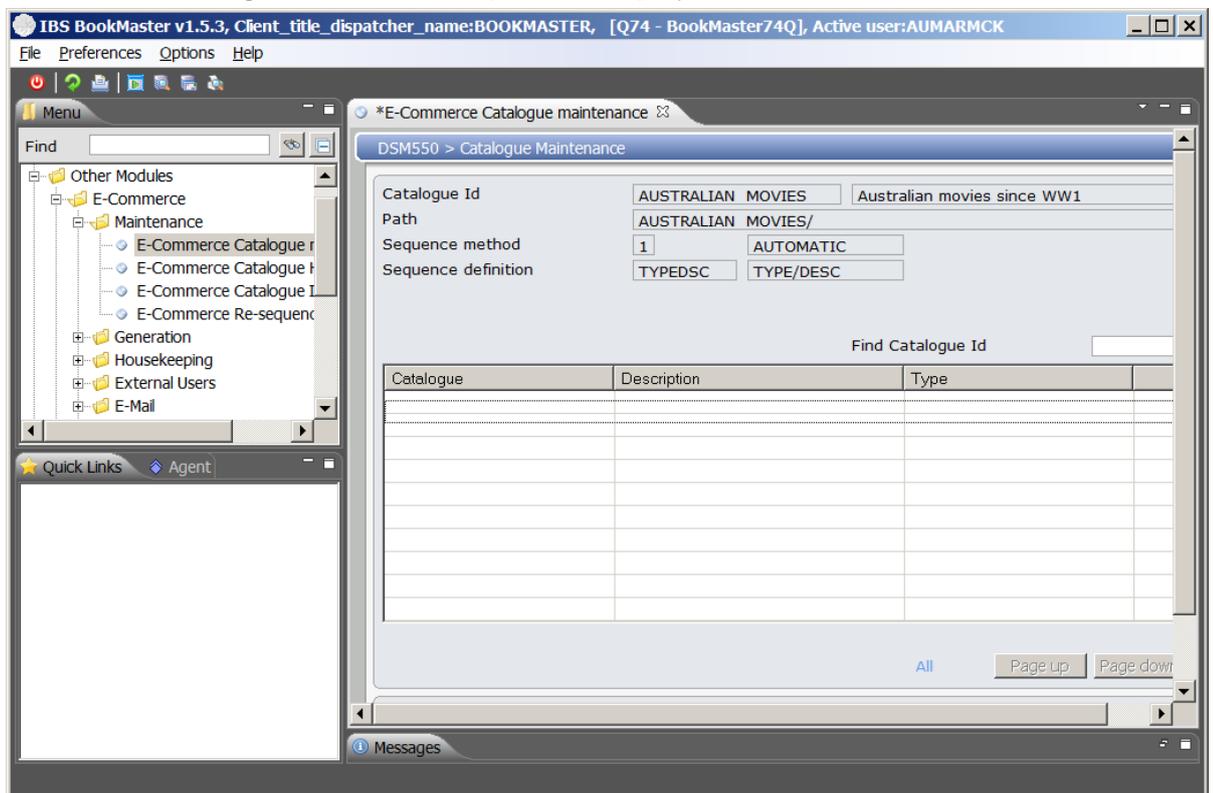
1. Repeat step **1** as in Example 1: Add a Catalogue (Folder/List)

2. Key the main catalogue to which other catalogues (List or Folder) are to be linked, and click **OK** to confirm.

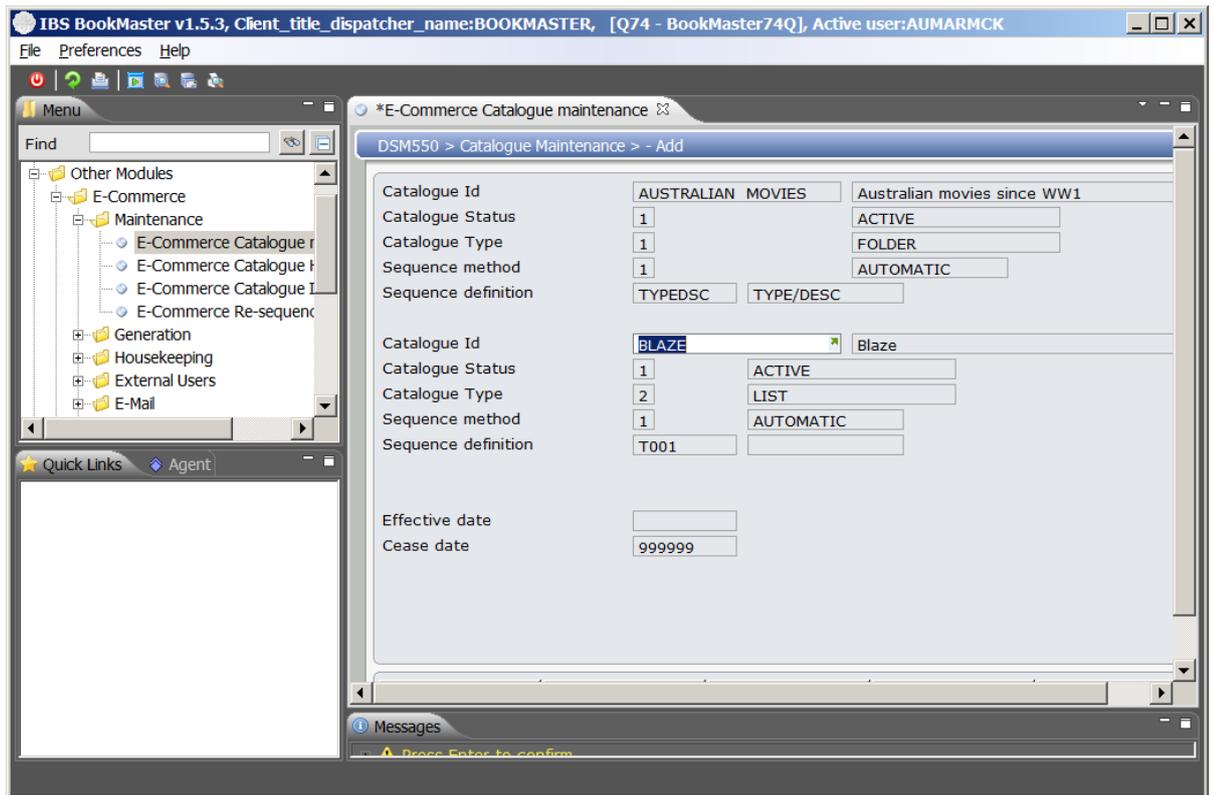**DSM550C Catalogue maintenance** panel is displayed in Change mode.
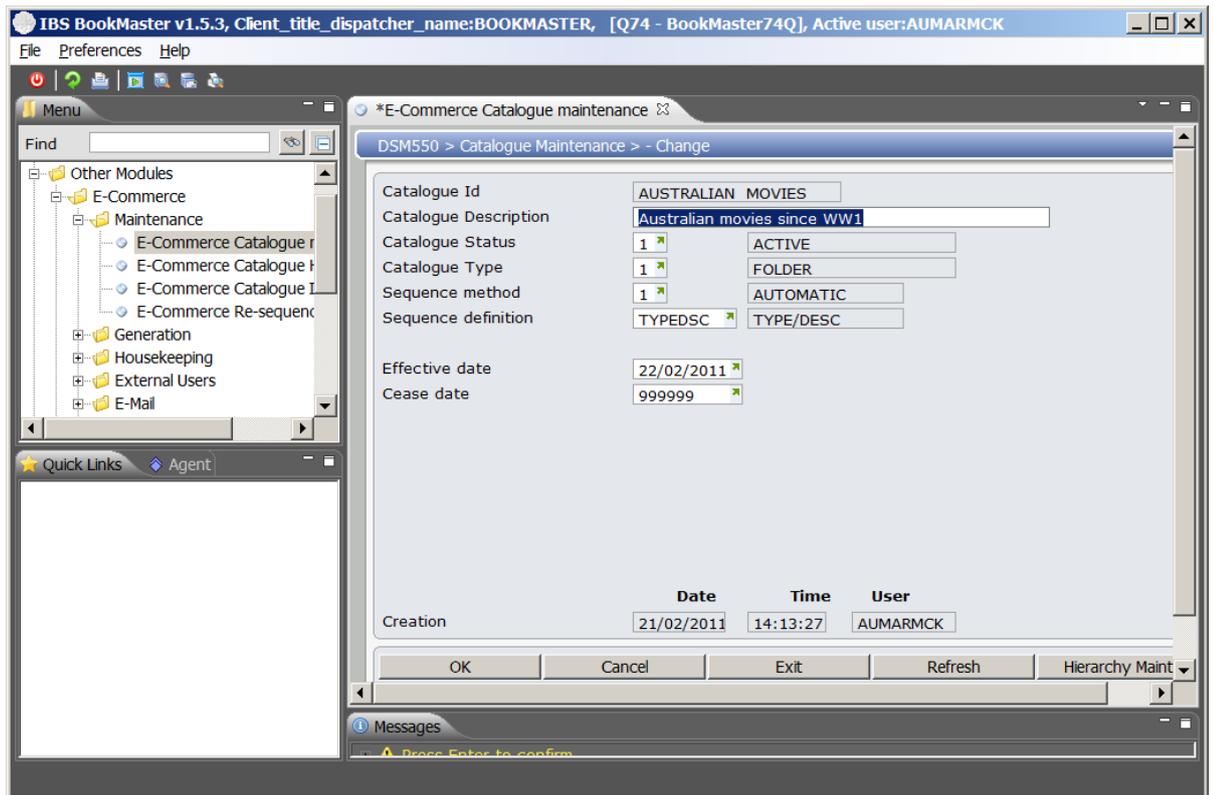
3. Click **Hierarchy maintenance** to access the catalogue hierarchy maintenance panel by catalogue.
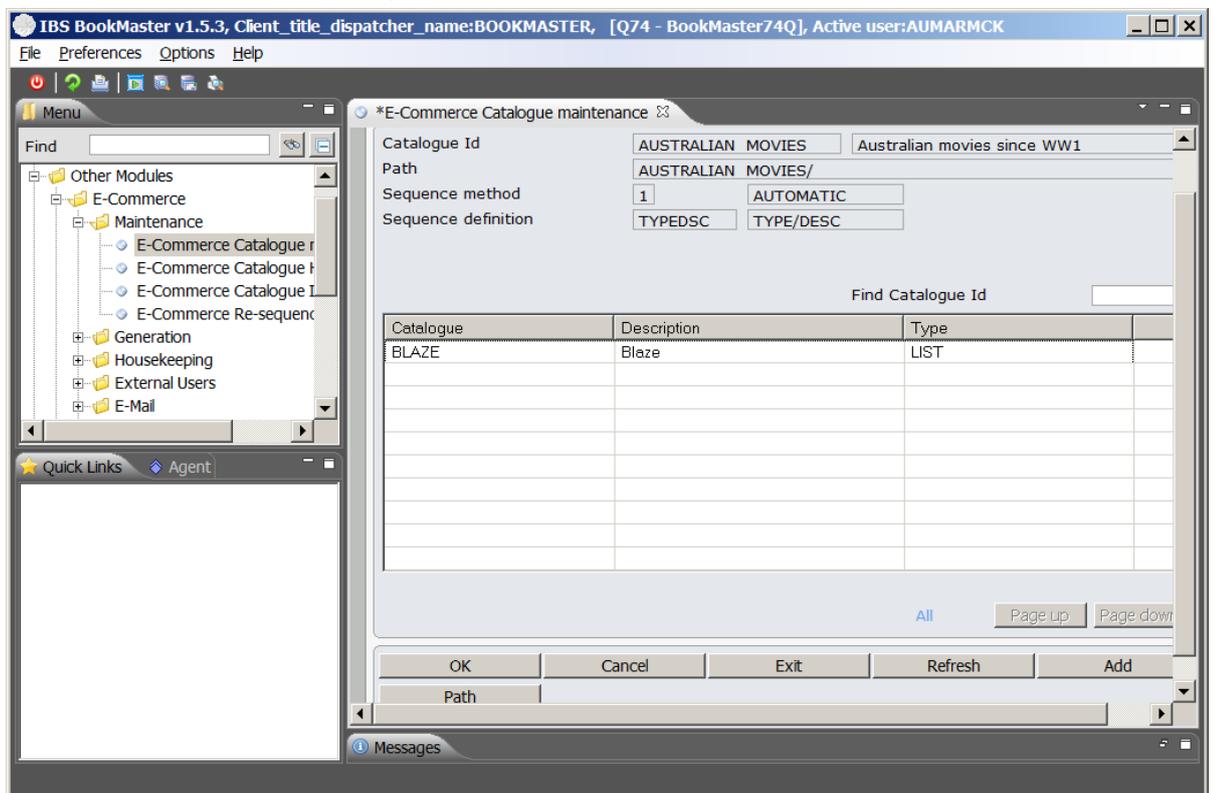
   DSM550A Catalogue maintenance panel is displayed.

4. Click **Add**.

5. Select the Catalogue to be linked to the main catalogue. This could be a Folder or a List. Click **OK** to confirm and the additional fields display on the panel.

6. Maintain field defaults if required, click **OK** to confirm.

For more details on Hierarchy Maintenance refer to documentation on **DSM555 Catalogue Hierarchy Maintenance.**

Example 3: Create Links

This example describes how to create Links.

1. Repeat step **1** as in Example 1: Add a Catalogue (Folder/List)

2. To create Links, key the Catalogue and click **OK**

DSM550C Catalogue maintenance panel is displayed in Change mode
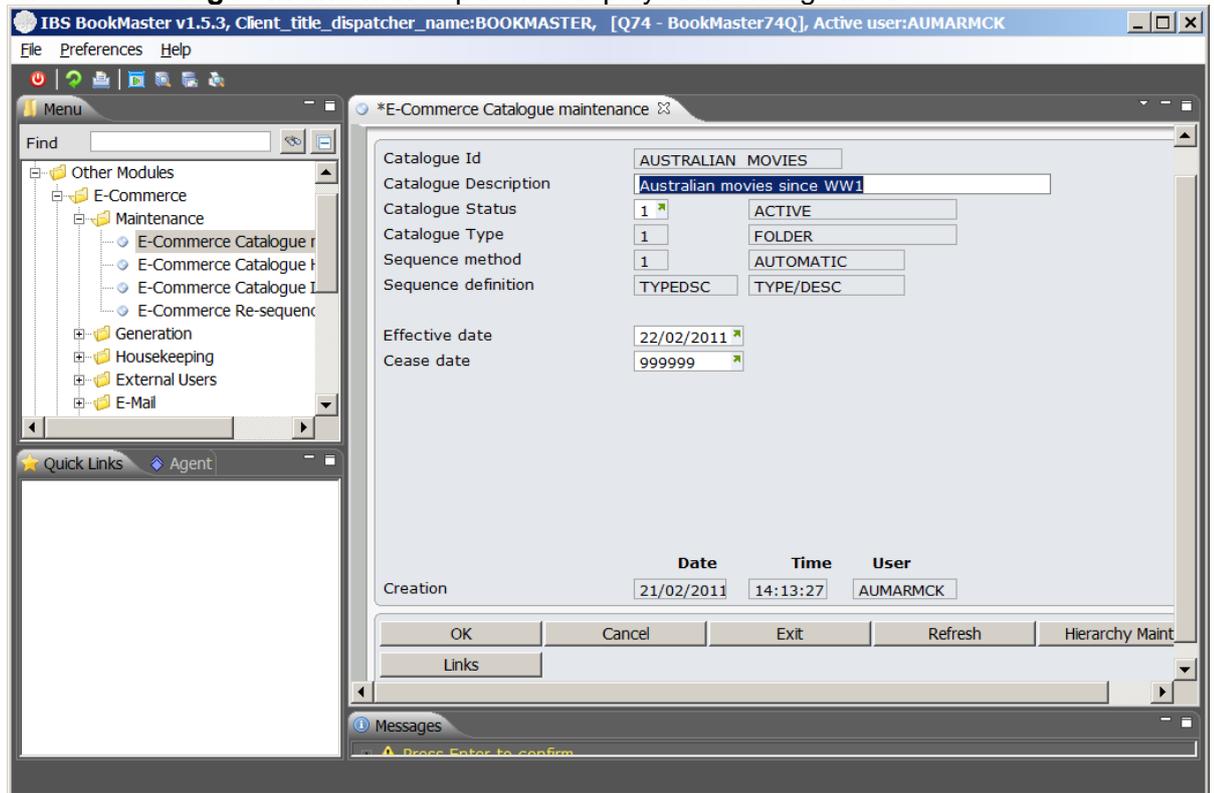
3. Click **Links**.

DSM585 Catalogue Links maintenance panel is displayed.

Refer to the **Hierarchy Maintenance** document for more details on multi-media file links.

Cross References

- DSM555A - Catalogue maintenance - Catalogues.
- DSM570B - Item/Catalogue Maintenance.
- DSO570 - Catalogue Re-sequence - Re-sequence database